

OXNARD SCHOOL DISTRICT

1051 South "A" Street • Oxnard, California 93030 • (805) 385-1501



THE PERSONNEL COMMISSION SUPPORTING EDUCATION THROUGH MERIT

PERSONNEL COMMISSION MEMBERS

Mr. Ernest Morrison, Chair
Mr. Denis O'Leary, Vice Chair
Mr. Paul Robinson, Member

AGENDA **REGULAR MEETING** **Thursday, July 9, 2026**

3:30 p.m. Regular Meeting
Board Room of the ESC
1051 South A Street, Oxnard, CA 93030

REGULAR MEETING

Note: In accordance with the requirements of the Americans with Disabilities Act and related federal regulations, individuals who require special accommodation, including but not limited to an American Sign Language interpreter, accessible seating or documentation in accessible formats, should contact the Personnel Commission before the meeting date. Any materials relating to an agenda item that are distributed less than 72 hours prior to a meeting are available at the Personnel Commission Office located at 1051 South "A" Street, Oxnard, California 93030

Section A: ORDER OF BUSINESS

A.1 Call Meeting To Order

A.2 Roll Call

A.3 Adoption of the Agenda

A.4 Approval of Minutes for June 11th, 2026 meeting (Pages 4-9)

Section B: COMMENTS BY THE PUBLIC

Public Comment provides the public an opportunity to address the Personnel Commission (“Commission”) on non-agenda items. Speakers are requested to limit their remarks to three (3) minutes. The Commission shall limit the total time for Public Comment on each subject to fifteen (15) minutes. The Commission may not deliberate or take any action on items raised during this portion of the meeting.

Section C: ACTION ITEMS

C.1 Advanced Step Placement for Kirstin Galindo, Transportation Driver (Page 10)

The Personnel Commission will ratify the advanced step placement for Kirstin Galindo, Transportation Driver

C.2 Eligibility Lists (Pages 11-17)

The Personnel Commission will review certification of eligibility lists.

Section D: REPORTS/OTHER INFORMATION/DISCUSSION ITEMS

These items are presented for information or study only, no action will be taken.

D.1 Personnel Actions (Pages 18-19)

The Personnel Commission will receive a list of various personnel actions that relate to the transfer, retirement, or other action affecting classified personnel.

D.2 Report by CSEA

CSEA may report on Human Resources issues of interest to the Personnel Commission.

D.3 Report by Assistant Superintendent, Human Resources

The Assistant Superintendent, Human Resources, may report on Human Resources issues of interest to the Personnel Commission.

D.4 Director's Report

The Director of Classified Human Resources will report on staff management, current recruitments, and other matters.

D.5 Future Agenda Items

The Commissioners and Director of Classified Human Resources will discuss any Commissioner requests for items to be added to future agendas.

D.6 Report by Commissioners

The Commissioners will report on issues concerning Commission administration.

Section E: CLOSED SESSION PUBLIC PARTICIPATION/COMMENTS

Persons wishing to address the Personnel Commission on an agenda item identified in the Closed Session agenda may address the Personnel Commission

Section F: CLOSED SESSION

The Personnel Commission will convene to closed session for the following items:

- F.1 Pursuant to Section 54957 of the Government Code, the Commission will consider a personnel matter concerning:**
 - Public Employee Evaluation: Director, Classified Human Resources.
- F.2 Reconvene to open session and report out of closed session.**

The Commission will report on any action taken in closed session.

Section G: ADJOURNMENT

OXNARD SCHOOL DISTRICT

1051 South "A" Street • Oxnard, California 93030 • 805/385-1501



THE PERSONNEL COMMISSION SUPPORTING EDUCATION THROUGH MERIT

PERSONNEL COMMISSION MEMBERS

Mr. Ernest Morrison, Chair
Mr. Denis O'Leary, Vice Chair
Mr. Paul Robinson, Member

MINUTES REGULAR MEETING Thursday, June 11, 2026

3:30 p.m. Regular Meeting
Board Room of the ESC
1051 South A Street, Oxnard, CA 93030

REGULAR MEETING

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Section A: ORDER OF BUSINESS

A.1 Call Meeting To Order

The Personnel Commission of the Oxnard School District met for a regular meeting on Thursday, June 11, 2026 in the PTC Room of the ESC, 1051 South A Street, Oxnard, CA. The meeting was called to order by Chairman Morrison at 3:30 p.m.

A.2 Roll Call

Commissioners: Ernest Morrison, Chairman of the Personnel Commission; Denis O'Leary, Vice Chair of the Personnel Commission; Paul Robinson, Member of the Personnel Commission Staff: Dr. Adalberto Fuentes, Director, Classified of Human Resources; Tanya Ventura, Human Resources Analyst; Mireya Rosales, Administrative Assistant Dr. Carroll Scott, Assistant Superintendent to Human Resources; Porfirio Ramirez, CSEA Vice President; Lisa Towery, Labor Relations Representative; Juan Regalado, Maintenance Worker; Robert Lopez, Warehouse Worker

A.3 Adoption of the Agenda

The agenda of Thursday, June 11, 2026, was adopted.

Mover: Denis O'Leary

Seconder: Paul Robinson

Moved To: Approve

Ayes: 3 - Ernest Morrison, Paul Robinson, Denis O'Leary

Motion Result: Passed

A.4 Approval of Minutes for April 9th, 2026 meeting (Pages 4-9)

The minutes of May 14th, 2026, were approved as presented.

Mover: Denis O'Leary

Seconder: Ernest Morrison

Moved To: Approve

Ayes: 2 - Ernest Morrison, Denis O'Leary

Abstain: 1 - Paul Robinson

Motion Result: Passed

Section B: COMMENTS BY THE PUBLIC

Lisa Towery, Labor Relations Representative, addressed the Commission along with Robert Lopez, Warehouse Worker.

Section C: ACTION ITEMS

C.1 New Classification - Behavior Support Coach (Pages 10-16)

The Personnel Commission took action to approve the new classification for Behavior Support Coach.

Mover: Paul Robinson
Seconder: Denis O'Leary
Moved To: Approve
Ayes: 3 - Ernest Morrison, Paul Robinson, Denis O'Leary
Motion Result: Passed

C.2 New Classification - Educational Assessment & Data Systems Specialist (Pages 17-23)

The Personnel Commission took action to approve the new classification for Educational Assessment & Data Systems Specialist.

Mover: Paul Robinson
Seconder: Denis O'Leary
Moved To: Approve
Ayes: 3 - Ernest Morrison, Paul Robinson, Denis O'Leary
Motion Result: Passed

C.3 Eligibility Lists (Pages 24-31)

The eligibility lists of Bus Driver, Child Nutrition Cafeteria Coordinator, Child Nutrition Worker II (Cook), Paraeducator Special Education, Speech Language Pathology Assistant, School Occupational Therapist, Transportation Driver

Mover: Paul Robinson
Seconder: Denis O'Leary
Moved To: Approve
Ayes: 3 - Ernest Morrison, Paul Robinson, Denis O'Leary
Motion Result: Passed

Section D: REPORTS/OTHER INFORMATION/DISCUSSION ITEMS

D.1 Personnel Actions (Pages 32-34)

The Personnel Commission reviewed the Personnel Actions of May 20, and June 3, 2026.

D.2 Report by CSEA

Mr. Porfirio Ramirez, CSEA Vice President, reported that negotiations regarding job descriptions have been completed. He shared that CSEA and District management continue to discuss contract language related to layoffs and seniority. He concluded by reminding employees that they may submit a reclassification request by following the procedures outlined in the CSEA contract.

D.3 Report by Assistant Superintendent, Human Resources

Dr. Scott Carroll, Assistant Superintendent of Human Resources, thanked the Commission for approving the new job classifications developed through the collaborative efforts of the District and CSEA. He reported that seven custodians have been reinstated and expressed hope that additional employees will be brought back as funding allows. Dr. Carroll also thanked Dr. Fuentes and his team for their work reviewing the hundreds of applications received for the summer program, including verifying seniority. He concluded by thanking the Commissioners for participating in the District's retiree recognition celebration.

D.4 Director's Report

Dr. Adalberto Fuentes, Director of Classified Human Resources, provided an update on active recruitments and noted the difficulty in securing external raters at the end of the school year, which has delayed some recruitment processes. He also shared that the department received 435 Summer Staffing applications and highlighted the team's diligent work reviewing applications and making placements. Dr. Fuentes reported that the Professional Growth application deadline was June 10, with approximately 100 applications received. He noted that the applications will be reviewed with CSEA before moving them forward. He concluded by announcing that six professional development classes will be offered for classified staff.

D.5 Future Agenda Items

No items to add at this time.

D.6 Report by Commissioners

Commissioner O'Leary shared that he enjoyed attending the retiree celebration.

Commissioner Robinson expressed his appreciation for the school year's accomplishments while acknowledging that there is still work to be done. He said he looks forward to the coming year.

Commissioner Morrison also shared that he enjoyed attending the retiree celebration.

Section E: CLOSED SESSION PUBLIC PARTICIPATION/COMMENTS

Section F: CLOSED SESSION

F.1 Pursuant to Section 54957 of the Government Code, the Commission will consider a personnel matter concerning:

The Commission convened into Closed Session at 4:18 p.m. for the purpose of Public Employee Evaluation: Director of Classified Human Resources.

F.2 Reconvene to open session and report out of closed session.

The Commission reconvened at 4:45 p.m. into open session and reported no action was taken in closed session.

Section G: ADJOURNMENT

There being no further business, the Commission adjourned at 4:45 pm.

Mover: Denis O'Leary

Secunder: Paul Robinson

Moved To: Adjourn

Ayes: 3 - Ernest Morrison, Paul Robinson, Denis O'Leary

Motion Result: Passed

Dr. Adalberto Fuentes
Director, Classified Human Resources and
Secretary to the Personnel Commission

By our signature below, given on this _____ day of _____, 20____, the Personnel Commission of the Oxnard School District approves the Minutes of the Regular Meeting of March 12, 2026.

Signed:

Chair of the Personnel Commission

PERSONNEL COMMISSION AGENDA ITEM

Name of Contributor: Dr. Adalberto Fuentes

Date of Meeting: July 09, 2026

Agenda Section: Section C: Action Items

Advanced Step Placement for Kirstin Galindo, Transportation Driver

Pursuant to Personnel Commission Rules & Regulations 70.200.1: "...a new employee may be granted advanced step placement upon recommendation of the appointing authority and approval by the Director of Classified Human Resources, subject to ratification by the Personnel Commission."

Personnel Commission staff recently filled a vacancy in the Transportation department for the Transportation Driver position. Kirstin Galindo was selected for the position by the hiring authority and is recommended to start at Step D on the classified salary schedule based on the following:

- Experience: Over 10 years of related driver's experience.
- Education: Associate's in early childhood education.

The minimum qualifications for the classification are:

- Experience: Five years of experience in the operation of a motor vehicle with a continuous good driving record.
- Education: Graduation from high school or equivalency.

RECOMMENDATION:

Staff recommend that the Personnel Commission take action to ratify the advanced step placement at Step D of the Transportation Driver classification on the Classified Salary Schedule.

Recruitment Type: Dual Certification

Director's Certification:



Eligibility List No. 25-26:89;
25-26:68; 25-26:47
Established: 6/8/2026

Security/Maintenance Worker

Rank	Candidate ID	Expiration Date
1	41463592	3/18/2027
2	18782344	6/8/2027
3	10439332	3/18/2027
4	48736211	6/8/2027

Recruitment Type: Dual Certification

Eligibility List No. 25-26:101;

25-26:41; 24-25:122

Director's Certification:

Established: 6/8/2026



After School Program Site Coordinator

Rank	Candidate ID	Expiration Date
1	48456991	6/8/2027
1	36192918	6/8/2027
2	37719948	6/8/2027
3	38835761	6/8/2027
4	33976437	6/8/2027
4	48793364	11/14/2026
5	50659327	6/8/2027
6	51576355	6/8/2027
7	29138887	7/15/2026
8	47695740	6/8/2027
9	33976437	7/15/2026
10	24605614	7/15/2026
11	42819392	6/8/2027

Recruitment Type: Dual Certification

Eligibility List No. 25-26:99

Director's Certification:

Established: 6/26/2026



Custodial Services Supervisor

Rank	Name	Expiration Date
1	67390194	6/26/2027
2	62619402	6/26/2027

Recruitment Type: Dual Certification

Director's Certification:



Eligibility List No. 25-26:102;

25-26:88

Established: 6/27/2026

Human Resources Analyst

Rank	Candidate ID	Expiration Date
1	6754838	6/12/2027
2	41320064	4/27/2027
3	3029476	6/12/2027

Recruitment Type: Dual Certification

Eligibility List No. 25-26:106;

25-26:87;25-26:25

Director's Certification:

Established: 6/8/2026



Campus Assistant

Rank	Candidate ID	Expiration Date
1	59115190	4/8/2027
1	61391300	4/8/2027
1	66771002	4/8/2027
2	51515112	4/8/2027
2	60523880	4/8/2027
2	23364058	4/8/2027
2	64561359	10/6/2026
2	55906928	10/6/2026
2	25658595	4/8/2027
2	33597969	10/6/2026
3	66724398	4/8/2027
3	61309704	4/8/2027
3	53367999	10/6/2026
3	64904418	4/8/2027
3	59234472	4/8/2027
3	64464487	10/6/2026
3	40879935	10/6/2026
3	64423680	10/6/2026
3	59586457	4/8/2027

Eligibility lists are in effect for one year from the date on which they are established unless they are exhausted. Lists may be created for six months with approval of the Personnel Commission.

OXNARD SCHOOL DISTRICT**PERSONNEL COMMISSION**

3	66755779	4/8/2027
4	45821043	10/6/2026
4	65340141	4/8/2027
4	66733897	4/8/2027
4	67470375	6/8/2027
4	64152397	10/6/2026
4	46689781	4/8/2027
4	63222618	6/8/2027
4	32978066	10/6/2026
4	35096845	4/8/2027
4	42676867	4/8/2027
4	64535752	10/6/2026
4	64473248	10/6/2026
5	54207615	4/8/2027
5	65028032	4/8/2027
5	66711128	4/8/2027
5	64784778	4/8/2027
5	63933315	10/6/2026
5	55452831	10/6/2026
5	66729177	4/8/2027
5	47536317	6/8/2027

Eligibility lists are in effect for one year from the date on which they are established unless they are exhausted. Lists may be created for six months with approval of the Personnel Commission.

Recruitment Type: Dual Certification

Eligibility List No. 25-26:105

Director's Certification:

Established: 6/5/2026



Speech Language Pathology Assistant

Rank	Candidate ID	Expiration Date
1	67464220	6/2/2027
1	67691591	6/5/2027

New Hires

Leon, Areli	Paraeducator Special Education, Ritchen School 5.75 hrs./183 days	05/19/2026
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Limited Term/Substitutes

Moreno, Keila	Paraeducator (Substitute)	05/21/2026
Mosqueda, Gabriel	Paraeducator (Substitute)	05/26/2026
Schauer, Kellie A	Paraeducator (Substitute)	05/26/2026

Promotions

Apodaca, Dolores R.	Child Nutrition Worker II, Child Nutrition Services 6 hrs./185 days Child Nutrition Worker, Child Nutrition Services 5 hrs./185 days	05/11/2026
Lopez, Daniel	Bus Driver, Transportation 8 hrs./183 days Transportation Driver, Transportation 8 hrs./183 days	05/20/2026

Layoffs

Perez, Gilalanzo A	Grounds Maintenance Worker I, Grounds 8 hrs./245 days	06/30/2026
Platz, Leyla C	Human Resources Assistant, Human Resources 8 hrs./245 days	06/30/2026
Pulido, Tanya	Secretary, Enrollment Center 8 hrs./245 days	06/30/2026

In Lieu of Layoff

Alonso, Geraldine	Office Assistant II, Fremont Academy/Special Education 8 hrs./203a days Office Assistant II, Marina West School 8 hrs./203a days	07/01/2026
Alonzo, Mayra J	Office Assistant II, Frank Academy/Special Education 8 hrs./203a days Office Assistant II, Lopez Academy 8 hrs./203a days	07/01/2026
Barrera Suarez, Elizabeth	Office Assistant II, Lopez Academy/Special Education 8 hrs./203a days Office Assistant II, Marshall School 8 hrs./203a days	07/01/2026
Barron, Alejandro	Office Assistant II, Driffill School/Special Education 8 hrs./203a days Office Assistant II, Driffill School 8 hrs./203a days	07/01/2026
Kenoss, Haven R	Paraeducator General Education, Pupil Services 5.75 hrs. 183 days Paraeducator General Education, Fremont Academy 5.75 hrs. 183 days	07/01/2026
Peraza Itzel A	Office Assistant II, Driffill School/Special Education 8 hrs./203a days Office Assistant II, Frank Academy 8 hrs./203a days	07/01/2026

In Lieu of Layoff (cont.)

Romero, Juan M	Grounds Maintenance Worker I, Grounds 8 hrs./245 days	07/01/2026
	Grounds Maintenance Lead, Grounds 8 hrs./245 days	
Viveros, Wendy	Secretary, Enrollment Center 8 hrs./245 days	07/01/2026
	Secretary, Educational Services 8 hrs./245 days	

Medical Layoffs

3899	Campus Assistant, 5.75 hrs./180 days	06/09/2026
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Resignations

Hernandez Cedillo, Yesenia B	Outreach Specialist, Ramona School 8 hrs./180 day	08/01/2026
Hulm, Janet A	Library Media Technician, Sierra Linda School 5 hrs./190 days	6/11/2026
Pestrella, Jonathan K	Paraeducator Special Education, McAuliffe School 5.75 hrs./183 days	05/20/2026
Prado Mares, Gabriela	School Occupational Therapist, McAuliffe School 8 hrs./203b days	06/12/2026
Sotelo, Julian M	Paraeducator Special Education, Harrington School 5.75 hrs./183 days	5/29/2026
Zavala, Ana G	School Office Manager, Marshall School 8 hrs./215 days	06/24/2026